

Exhibit 6-2
CASH COUNT SHEET

ORGANIZATION _____ DATE OF COUNT _____

☐ Petty Cash ☐ _____ Change Fund ☐ Other: _____

Currency	_____	X	\$ 1.00 = _____
	_____	X	5.00 = _____
	_____	X	10.00 = _____
	_____	X	20.00 = _____
	_____	X	50.00 = _____
	_____	X	100.00 = _____
→ Total Currency			→ \$ _____

Coins	_____	X	.01 = _____
	_____	X	.05 = _____
	_____	X	.10 = _____
	_____	X	.25 = _____
	_____	X	.50 = _____
	_____	X	1.00 = _____
→ Total Coins			→ \$ _____

Checks: _____ → \$ _____

Petty Cash Disbursement Vouchers: _____ → \$ _____
(with attached paid receipts/invoices)

Other: _____ → \$ _____

TOTAL CASH AND VOUCHERS: _____ → \$ _____

TOTAL TO ACCOUNT FOR: _____ → \$ _____

OVERAGE OR (SHORTAGE): _____ → \$ _____

First Person Making Count: _____
(Signature)

Second Person Making Count: _____
(Signature)